Technology Plan
for the

<u>Pharr Memorial Library, Pharr,TX</u>
(library name and city name)

From: <u>2005/01/01</u>　　　　　　　　　　To: <u>2007/12/31</u>
　　　(starting date, year/month/day)　　　　　　　　(ending date, year/month/day)

This is a suggested format. You may use your own format if you need more space; please include the same information requested here.
You may wish to contact your System Coordinator or consultant for assistance or examples.

Mission Statement: What is the mission statement for this library?

The Pharr Memorial Library strives to promote the love of reading and serve as a gateway to knowledge for our community.

Current Technology: What is the current level of technology in this library? List computing and telecommunications resources currently in use.

We currently are using 49 desktop computers, all with Internet connectivity. Eleven computers are used by staff for administrative, circulation, and cataloging purposes. There are 38 computers that are available for the public to use. Four are for use of the OPAC, ten are for research use, and 24 are for general use.

There are also 3 servers in use. One is being used as a web server. The other two are used for DNS and DHCP functions and are a backup to each other.

For Internet connectivity we use a Cisco 2600 Series router which contains a CSU/DSU unit for our T1 connection to our Internet service provider, Brownville Public Library. There are two 3Com 10/100 switches connecting all the computers together.

Future Technology:	1. What is the desired future level of technology in this library? 2. What specific hardware and software, telecommunications, and information technologies (such as access to the Internet, remote databases, distance learning, web-based catalogs, reference services, etc) are you planning to acquire and implement? (Your System Coordinator or consultant may have checklists or other materials to assist in responding to this question.)

Our future technology plans include many additions and improvements to what we currently have. They also involve adding a possible branch library with computer/Internet access.

We plan on upgrading our router, since our current one has reached its end of life, and to be able to support any future plans such as video conferencing. Other equipment that will need to be replaced include our switches, to some that include the ability to provide power over Ethernet and support the increased number of computers that we will be adding once the expansion and renovation is complete. With the new router and switches we would gain the ability to separate our network in to two separate virtual networks. This will separate the public machines from the staff machines providing more security. We also plan on adding a Lightspeed Internet appliance, which will allow us to manage our bandwidth so that all of the people that use the Internet at our library will be able to use an equal part of our bandwidth.

We also plan on updating our servers. This will allow us to digitize our local history files and have them stored for our patrons to use and search through. A new e-mail server will allow us to take control of our e-mail services currently provided to our staff, without having to rely on others to add or delete user accounts, allowing us to be more in control and able to quickly adjust to changes in our staff or organization.

In addition to the computers that we currently own, we will be adding about six computers to make a small computer training lab. We also would like to add wireless capabilities for our patrons who bring in their own laptops. As a part of this we will also add a wireless gateway, which will allow us to require our patrons to register before being allowed access to the Internet.

Timeline: What are the planned dates to implement this desired future level of technology in this library? List the approximate dates when you expect to reach important milestones in your technology implementation.

July - August 2005 – Purchase and install new computers for computer training lab, Internet router, and Ethernet switches. Begin e-mail services and wireless access. Begin using Lightspeed to manage bandwidth.

2006 – Begin process of digitizing local history files. Start acquiring equipment necessary for video conferencing. Purchase software, if necessary, to replace outdated software.

2007 – Begin video conferencing. Replace any outdated computers.

Budget: 1. What are the approximate costs of this desired future level of technology? 2 How does the library plan to secure the necessary funds for each technology component, i.e., what are the *sources* for these funds?

The approximate cost for acquiring and implementing these services and equipment will be about 3.5 million dollars.

Some of the funding from this would be provided directly by the city. Another portion of the money would come from outside funding such as donations. The rest of the money would be from any available grants.

The City of Pharr has already made available $9,000 for maintaining our equipment and software.

Education and Training: What are this library's plans to accomplish the training necessary for **staff and patrons** to use the desired technology effectively? What types and sources of training will this library participate in?

To make training available to staff and patrons the Pharr Memorial Library will be adding a classroom and small computer training lab. This will allow us to give training to our staff and supervisors as necessary. Staff is also encouraged to attend workshops as often as they are able to. The scheduling of any training will be done by the Computer Services Department, and when possible be taught by them as well.

Staff will be periodically evaluated on their knowledge and proficiency in using the technologies being planned. After these evaluations supervisory staff will make decisions as to whether more training is necessary.

The Computer Services Department will also be responsible for providing training for the public. This may be done in a classroom setting in our new computer classroom, or on a one to one basis outside of the classroom when time, space, and equipment allows.

Technology Integration:	How will this library integrate the use of these technologies into the services it provides for its users?

The Pharr Memorial Library will integrate these new technologies in to services such as faster more secure Internet access. We will also be able to provide patrons that already own a laptop with wireless access the ability to use them at the library while still giving us the ability to secure our network from unauthorized access, and the ability to track who is using our Internet service.

The new servers will allow us to digitize our local history files, and make them accessible to the public. Our plans also include indexing the digitized files to make them searchable and easy to use. They will also allow us to run our own e-mail services without relying on an outside group, giving us the ability to be more flexible with our e-mail accounts as our library grows or reorganizes.

The new routers and switches will allow us to connect more machines for the public to use and allow all of them equal access to our allocated bandwidth.

Evaluation Process: 1. How will this library evaluate the success of this plan? 2. How will you determine if the technology plan was successful in meeting the goals of your institutional plans? 3. How frequently will you update the plan?

The library will evaluate its progress on this plan by having a review every six months, by the Library Director and the Computer Services Supervisor, along with any other staff involved in the integration of the new technologies. At the mid-year review it will be determined how the Library is coming along in its goals for the year. If necessary the group will then decide how it needs to proceed to accomplish its goals or suggest any changes that may be needed to the plan. At the end of year review, the group will determine if it accomplished its goals for the year. The group will also update the plan as necessary to include new ideas, or more clearly define its goals set for the next year.

This Technology Plan has been reviewed and submitted on behalf of this library.

Signatures:

_____   _____
Library Director   Date

_____   _____
Library Board Chair   Date

_____   _____
As Applicable: Mayor, City Manager, County Judge, or School Superintendent *(Circle appropriate title)*   Date

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FOR USE BY THE TEXAS STATE LIBRARY

This plan has been reviewed and certified by the Texas State Library.
This certification will be effective for the term of this plan, but not to exceed three years.

_____   _____
Approved by Texas State Library   Date

This certification expires _____

(7/17/00)